

D R A F T

Meeting Minutes, 6/15/06

Committee for Citizen Involvement

CCI Members Present: Sue Carver, Basil Christopher, Teddi Duling, Bev Froude, Brian Kelly, Bill Scheiderich

CCI Members Absent: Rick Parker, Stacie Yost

Staff Present: Liz Newton, Duane Roberts, Beth St. Amand

1. Welcome and Introductions

Committee Chair, Basil Christopher, called the meeting to order at 7:05 PM.

2. Approval of Minutes

Basil asked committee members to forward any meeting minute emendations directly to Duane after the meeting. [None received.]

3. Comprehensive Plan Public Involvement Program

Beth gave a brief overview of the Comprehensive Plan Update process. The purpose of the update is to address: changes in the City limits, what Tigard should be like in 2027, how Tigard should grow, and choices about the future.

What's a Comp Plan? It's a map and set of policies that will guide decisions about land use and public facilities for the next twenty years. It is important because it embodies community values, determines the type and location of future investments, and connects policy to action. The Comp Plan process will include six topics and a corresponding six phase work program: Natural Resources, Conservation, Community (Housing and Employment), Public Facilities and Services, Transportation, Future Growth and Development (Urbanization). The timeline is two years and including six open houses. The first open house is scheduled for next year. At present, we are in the data collection phase of the project.

Basil asked how citizens can know when to provide input during the two-year process. Beth responded that this year's timeline includes: an inventory of current conditions, the development of an email list, and the eventual development of a separate webpage for each of the six topics.

Basil commented that, in general, when an open house is held, the impression given is that the issue in question is already decided. It often appears that the City is looking for support and not whether this or that is a good idea. He would like to see

citizens have the opportunity to give input at the appropriate time, which is before decisions are made. Brian questioned whether general input is really appropriate. The reason is that citizens may not have the information necessary to provide input.

Beth replied that each open house will be topic-specific and designed to solicit input and help decide the approach to be taken on each topic. Another method of soliciting citizen views will be a scientific, random, 400-resident phone survey.

Basil noted that most people don't know how they are affected by the Comp Plan, or how it fits into their lives. The public involvement effort needs to convey how people are affected by the Comp Plan. Beth commented that the emphasis will be on on-line information and interaction. Basil recommended the addition of more outreach efforts, such as displays and information at the Tigard Farmers Market and in the Tigard Library. Beth noted that the City booth at the upcoming Tigard Balloon Festival would feature a Comp Plan display.

Beth mentioned that the content of the emailed newsletter will be engaging and interesting and will ask for comments from readers. Brian noted that privacy is a concern with email lists.

Beth mentioned her intention of returning to the CCI quarterly with updates. Basil suggested coming back when the outreach effort gets going. Brian concurred that this is the point when CCI feedback is most needed.

4. Council Follow-Up on CCI Recommendations

Liz gave a presentation on Council follow-up on the recommendations made by the CCI to Council at the joint meeting held on 2/21/06. A copy of her written remarks addressing Council's actions on the recommendations are included in a memo, a copy of which is attached to these minutes.

Liz also addressed Basil's 5/12 memo to Council proposing a community presentation on the topic of "Meth Awareness in our Community." The purpose would be to promote drug awareness and to teach the community how to recognize and respond to a potential Meth problem in their neighborhoods. The second recommendation was to formally invite Senator Ron Wyden to a town hall-style meeting in Tigard sometime during 2006-07.

Liz commented that because we are at the beginning of an election year, or "political season," Council felt that an invitation to Senator Wyden or other national elected officials should be extended to the Senator sometime next year rather than this year. Duane commented that one of Congressman Wu's staff, whom he met at a recent conference, had made the same comment about the lead-up to the November elections being a bad time for non-political town halls.

5. Neighborhood Program Update

Liz introduced this item. She distributed program input comments from Neighborhood Areas 4 and 8. The comments addressed neighborhood concerns. The idea behind the

neighborhood program is to get neighbors to work together to fix local problems. In July and August she will invite people interested in helping to brainstorm (1.) program organization and structure and (2.) parameters on a neighborhood website(s). A program roll out event will take place on September 17th, coinciding with National Neighborhood Day. Liz asked the CCI to host a meeting to define the structure of the program. No one present objected to the group hosting the meeting.

Basil commented on the importance of getting the word out early on the Neighborhood Program. Teddi suggested the title of the handout, "*It's Your Neighborhood*," be revised to "*Come Meet New Friends*." Brian commented that the one-page handout contained too many words. Teddi suggested the use of bullet points.

6. HWY 99W Improvement Plan Public Involvement Program

Duane introduced this item. The consultant team of OTAK and DKS have been selected to conduct the HWY 99W study. The tentative startup date is July 1, 2006. Project completion is set for August, 2006. The project purpose is to develop concept-level plans for transportation improvements and to identify a package of additional interventions and improvements. The work scope calls for trip demand to be addressed through a mix of measures, not just by providing new transportation capacity. These include access management, local connectivity, alternative parallel routes, alternative mode facilities (bikes, sidewalks, paths), high capacity transit (light rail), transportation system management, transportation demand management (staggered work hours, telecommuting), land use changes and localized capacity improvements (widen roads).

The city is responsible for creating a Citizen Advisory Committee. Its meetings will be led by a consultant. The committee's role will be to provide guidance and recommendations. It will be composed of nine to twelve residents and property and business owners appointed by Council. It will meet five times at key points in the planning process.

Another public involvement tool is stakeholder interviews. Some fifty half-hour interviews of citizens, businesses, and property owners are proposed. The purpose is to gather opinions about problems and potential solutions.

The third public involvement activity is three open houses. The first will focus on present transportation needs, forecast demand, and opportunities and constraints. The agenda will also include discussion of a general tool-kit of measures to alleviate congestion, including opportunities for land use measures. The format will include opportunities for public comments. The second open house will focus on alternatives, up to eighteen in all. The third open house will include an evaluation of the alternatives. Up to three packages of alternatives and a comparison of each package against evaluation criteria.

7. Other Business/Announcements/Next Agenda

Brian announced that henceforth he will be sharing CCI duty with another Library Board member. Each will attend CCI meetings half the time.

Teddi announced that she is stepping down from the Planning Commission and will no longer be its representative to the CCI.

Next agenda suggestions:

- Neighborhood Program organizational meeting with the steering committee of interested parties
- Invite newly hired webmaster
- Results of city-wide attitude survey
- HWY 99W intersection improvement
- City pathway system update, including the library segment